

**CITY OF MIDDLETOWN  
PURCHASING DEPARTMENT**

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**ADDENDUM #1 TO BID #2014-018  
Woodrow Wilson Middle School  
Tennis Courts & Track**

Date Issued: July 10, 2014

**ALL BIDDERS ARE HEREBY ADVISED OF THE FOLLOWING INFORMATION AND/OR MODIFICATIONS TO THE CONTRACT BID DOCUMENTS:**

- **Pre-Bid Meeting Minutes and Pre-Bid Attendee's List**
- **Clarification of all Questions submitted by deadline of Tuesday, July 8, 2014 by Noon**

**INVITATION TO BID**

The date set for the receipt of proposals will remain the same.

**\*\*\*Thursday, July 17, 2014 at 11:00 AM\*\*\***

**PLEASE VERIFY THAT YOU HAVE RECEIVED THIS NOTIFICATION IN THE SPACE BELOW AND FAX OR EMAIL THIS PAGE BACK TO THE PURCHASING DEPARTMENT.**

**FAX: 860-638-1995 EMAIL: [purchase@middletownct.gov](mailto:purchase@middletownct.gov)**

**BIDDER ACKNOWLEDGES RECEIPT OF ADDENDUM #1: \_\_\_\_\_**

**COMPANY NAME**

All bidders are hereby advised of the following amendments to the contract bid documents which are hereby made an integral part of the specifications for the subject project, prepared by the City of Middletown to the same extent as all other documents. All work shall conform to the standards and provisions of same. Bids submitted shall be deemed to include contract document information as shown in Addendum No. 1. General bidders shall notify sub-bidders that may be affected by this addendum as applicable. **Bidders shall be required to acknowledge receipt of this addendum in the space provided on the Bid Proposal Form on Pg. 3349.**

**Failure to acknowledge receipt of this addendum by the bidder may result in the rejection of their bid.** Bidders are directed to review changes to all portions of the work as changes to one portion may affect the work of another.

**Total Addendum:** 3 pages

**\*\*\*BIDDER NOTE:** If you have already submitted a bid you shall be required to acknowledge receipt of this addendum under separate cover in a sealed envelope clearly marked with the bid number and description. This acknowledgment must be received by the time and date specified to be accepted by the City.

\_\_\_\_\_  
Donna L. Imme, CPPB  
Supervisor of Purchases



2014-018 Woodrow Wilson Middle School Tennis Courts & Track  
Meeting Minutes – Wednesday, June 25, 2014 – 10:00 am

Meeting Location: At Site – Woodrow Wilson Middle School, 370 Hunting Hill Ave

Project Name: Woodrow Wilson Middle School Tennis Courts & Track  
Re: Pre-Bid Meeting  
Meeting Date/Time: Wednesday, June 25, 2014 at 10:00 am  
Attendees: **\*\*See Attendees list**  
Donna Imme, Purchasing Supervisor, City of Middletown  
William Russo, Director of Public Works, City of Middletown  
Luke J. McCoy, BSC Group

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**Donna Imme, Purchasing Supervisor, opened the meeting and discussed the following:**

- Project Base Bid estimate is approx. \$675,000.00 and Alt #1 Bid is approx. \$25,000.00. Please refer to page 4 of Information for Bidders "Determination of Lowest Responsible Bidder/Award", which explains the city's intentions to award the project.
- State of Connecticut prevailing wage rates apply to this project as it is over \$100,000.00
- **Contractors** shall hold prequalification certificate from the State Department of Administrative Services (DAS). If not certified, application can be made to DAS.
- The Project is City Funded; therefore Local Bidder Acceptance applies to this project. (Please refer to page 10, Chapter 78 "Section 78-8 M Bid Preference for Local Vendors", of our city ordinance. **\*\*\*\*\* Affidavit of Local Vendors form is on page 15 and shall be submitted with your bid if you are a "local vendor"**.
- All questions shall be submitted to the Supervisor of Purchases via fax 860-638-1995 or email [purchase@middletownct.gov](mailto:purchase@middletownct.gov). The deadline for receipt of questions is **Tuesday, July 8th, 2014 by Noon** to be considered.
- **\*\*\*All Addenda's, pre-bid meeting minutes, plan holder list, etc. shall be posted to the City's website. Bidders shall be responsible for checking the website for all additional information and all addenda's and shall also acknowledge the addenda in their bid where indicated on the proposal pages. \*\*\*Website is [www.middletownct.gov](http://www.middletownct.gov)**
- Bid bond in the amount of 10% of the total bid is required with all bid submittals.
- The contract time is 60 calendar days to completion. **\*\*The City of Middletown's goal is to award and issue a NTP with a start date of August 1, 2014 or, if possible, sooner. Therefore, contractors need to be aware of our scheduling needs and plan accordingly.**

- Again, the plan holders list is posted on the City's website and updated daily. In addition, plans/spec's are available and require a \$100.00 deposit. All plan/specs that are returned within 2 weeks of bid opening are refundable.
- All bid proposal forms required at time of bid submittal is provided in a separate packet located at the last page of the bid spec booklet. (\*\*Local Vendor affidavit is not included in that separate packet, however, if it applies to your company, please use form included on page 15 in the Bid specification booklet).

Luke McCoy of BSC Group provided a general review of the project scope including the Base Bid and the Add Alternate. The following was discussed:

The project is to consist of a complete reconstruction of the existing track, new fencing, post-tensioned concrete tennis courts over the existing asphalt courts, walkways, and miscellaneous site improvements as indicated on the Bid Form under Base Bid. The City is also hoping to approve additional improvements listed as Alternates #1-5 on the Bid Form. These items include additional perimeter fencing, underground utilities, shot put throw areas, red track coloring, and a price for the removal and replacement of the track base processed stone material if necessary.

The contractor is responsible for all labor, material, site preparation, and demolition except for selective clearing between the track and the tennis courts. As indicated on the Plans, the City will clear the material between the track and the tennis court fencing prior to commencement of this project.

Access to the site shall be from Hunting Hill Avenue. Shall contractors wish to access the tennis courts through the City owned property on Newtown Street, they shall be aware that the property does have a high water table. Contractors are to avoid using the access if possible, but are responsible for re-establishing the site if it is used and any damage is to be repaired.

The City is aware of the tight schedule and it has been provided for reference only. The City recommends that potential contractors submit on the project with the schedule that they feel they can meet, even if it does not meet the schedule indicated in the documents.

Meeting Adjourned: 11:00 am

Sincerely,

Donna Imme, CPPB  
City of Middletown  
Purchasing Supervisor

**The following questions were asked:**

- Q. The drawings on L-201 calls out 2" Mesh. The written specs in the Chain Link Fences & Gates – 32 3113-3 Section 1.3 C calls out 1-3/4" Mesh. Can you clarify?
- A. The chain link mesh fabric shall be 1 3/4" for the tennis court fencing and 2" for all other site fencing.